

# **VETERANS SERVICE AGENCY**

## **DIRECTOR OF VETERANS SERVICE AGENCY**

**SALARY: \$54,852 Plus Excellent Benefits**

The work involves responsibility for directing all activities of the Veterans' Service Agency for the County of Saratoga. An employee in this class administers a program to assist veterans, servicemen, and their dependents in obtaining benefits to which they are entitled under law. The work is performed under the general direction of the County Administrator with wide leeway allowed for the exercise of independent judgment in the day-to-day activities of the Veterans' Service Agency. Consultative assistance for the position is provided through contact with officials of State and Federal veterans agencies. Supervision may be exercised over the work of clerical assistants.

**MINIMUM QUALIFICATIONS: Either:**

- A. Graduation from a regionally accredited or NYS registered four year college or university with a Bachelor's Degree: Or
- B. Four (4) years of responsible business or public administration experience; Or
- C. Four (4) years of experience in a position providing personal, legal, benefit, or financial counseling to individuals; Or
- D. Part-time or volunteer equivalent of training and experience as defined by the limits of (B) and (C) above.

NOTE: Under Chapter 43 of the Laws of 1996, Article 17 of the Executive Law has been amended to require that anyone appointed to this position must have been a Veteran, defined as someone who served on active duty in the armed forces during a wartime period.

**SUBMIT RESUME/APPLICATION TO:**

John J. Kalinkewicz, Personnel Director  
Saratoga County Personnel Department  
40 McMaster Street  
Ballston Spa, New York 12020

Applications accepted until a selection is made.

"An Equal Opportunity Employer with an Affirmative Action Program"

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